

**MEETING MINUTES**  
**LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION**  
*Thursday, January 3, 2002*

**Barry Creek Meeting Center, 1345 Paul Bunyan Road, Suite B**  
**Susanville, California**

**Commission Members Present:** Yvonne O'Neill, Betsy Elam, Dave Jones, Karol Merten, Bobby Malone, Janice Irvin, Patsy Jimenez  
**Members Absent:** Jim Chapman  
**Staff to the Commission:** Laura J. Roberts  
**Visitors Present:** Tom Keeffer, Jim Jackson, Janet Lasick, Barbara Tiner, Jerry Abts

1. **Call to Order:** Vice Chairperson, Bobby Malone, sitting as Chairperson, called the meeting to order at 1:30 p.m. The Chairperson welcomed all present. All members of the Commission, and visitors introduced themselves.
2. **Approval of Minutes:** The minutes of the December 6th, 2001 meeting were presented. Dave Jones moved that the minutes be approved as corrected. Karol Merten seconded the motion. All other members present voted to approved the minutes as presented.
3. **Fiscal Report:** The fiscal report could not be given as the accounting system at Health and Human Services was down and had been for a few days. It will be given at the next meeting. A discussion was held concerning attendance at the CAEYC Conference to do a presentation if the State. Dave Jones moved that Laura Roberts travel to the conference if the State Commission would fund the travel. Jan seconded the motion and it passed unanimously. Travel authorization was requested for attendance of Laura Roberts and Commissioners at the March Commissioners Conference in San Diego. Betsy Elam moved that the Executive Director and three commissioners be funded to attend the conference. Karol Merten seconded the motion, and it passed unanimously.
4. **Strategic Planning Retreat, Funding, Date, Agenda:** The agenda for the retreat was reviewed, the place to hold the retreat was discussed, and funding of the retreat was discussed. It was moved by Dave Jones, seconded by Karol Merten, that the retreat be held at Lake View Inn at Eagle Lake, that it be held on January 24 and 25, and that funds within the judgment of the Executive Director be expended for expenses associated with the retreat.
5. **Consideration of Mini Grant Request:** A mini grant request from Lassen County Mental Health was considered. This request is for training for clinicians to learn to use an assessment instrument for children up to the age of five years. Jim Jackson, County Mental Health Director, was in attendance to answer any questions. Commissioners requested that training for child care

providers, and school psychologists be included. Mr. Jackson stated that the training could be extended to include others. Karol Merten moved that the grant be awarded, Yvonne O'Neill seconded the motion, Patsy Jimenez abstained from voting, and the motion carried unanimously.

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*Thursday, January 3, 2002*

*Page Two*

6. **Allocation of Additional Funds for Expansion of Contract with ComPAC to include School Readiness Project:** This item was tabled pending outcome of the School Readiness Grant Application.
7. **Family Resource Center Video:** Barbara Tiner of ComPAC presented a video about Family Resource Centers. The main theme being that this type of resource center is molded by the community – communities are the architects. The development of the School Readiness Center/FRC in Westwood is a good example of how this is happening in Lassen County.
6. **Election of Officers;Membership Update:** The vacancy is not filled yet. There are a few that have expressed interest but have not submitted applications yet. The election of officers is tabled until the vacancy is filled and the members whose terms expired on 12/31/01 have been reappointed.
7. **Updates: Child Care Compensation and Retention Project:** The project is ready to be released to the public, the application forms are completed, and the guidebook is complete. A newspaper ad is ready to be placed. **School Readiness Initiative:** Barbara Tiner reported on this project. She stated that the two consultants continuing their work on the project. Locally we are continuing to provide all of the information, statistics and organizational work to assist in the completion of the application. The application form will be hand carried to Sacramento on or before January 15, 2002. **New Parent Kit:** Kits are ordered and distribution should begin in January. The resource directory should be ready soon. It is also being translated into Spanish and that should be complete soon also. **Oral Health Project:** Strategy planning meeting is set for January 4, 2002 in Portola. The Dental Hygiene meeting on December 13 was well attended. Bev Isman presented at the meeting. Some volunteer support was generated that night for children's oral health services. **Tips on Tots Posters:** These were handed out. They will be placed in child care facilities, agencies, medical offices, etc.
8. **Next Meeting:** The next meeting is set for February 7, 2002, at 1:30 p.m. at the Barry Creek Meeting Center.
9. **Adjournment:** There being no further business the meeting was adjourned at 3:17 p.m.